

Shelter Manager's Kits Pricing

27 Containers
4 rec centers
3 senior centers

21 schools

27 Kits

ITEM	# Per Kit	Unit Cost	# in package	TOTAL COST	
Name badges	20	3.38	100/pckg.	\$20.28	
Vests	5 orange vests	\$6.90	Ea	\$94.50	
pencils	12	0.49	dozen	\$13.23	
ballpoint pens	12	0.74	dozen	\$19.98	
3 x 5 cards	1 pckg.	12.5	package	\$338.00	
clipboards	2 each	3.04	each	\$145.92	
paper tablets	4	0.39	each	\$42.12	
pencil sharpener	1	3.92	4/pack	\$27.44	
staplers	2	\$2.56	each	\$138.24	
staples	1 box	0.39	box	\$10.80	
paper clips	2 boxes	3.42	10/pack	\$10.26	
carbon paper	package				
manual hole punch	1	28.84	each	\$580.23	Office Depot
black magic markers	2 each	\$10.80	dozen	\$54.00	
trash bags	1 box	\$12.89	box/90	\$351	
paper towels	2 rolls	\$14.80	dozen	\$74	
paper napkins	1 package	\$6.00	6 pack	42	Costco
safety pins	1 box	\$1.50	package	40.5	Office Depot
All purpose cleaner	1 bottle	\$6.00	bottle	162	
disposable diapers	2 boxes	\$33.00	box	1782	Costco
adult diapers	1 box	\$45.00	box	1215	Costco
sanitary napkins	2 boxes	\$4.79	box	270	Costco
facial tissue	2 boxes	\$17.36	36/pckg	\$17.36	Costco
toilet tissue	6 rolls	\$14.00	48/case	\$125	Costco
Banker's Box for files	1 pe	7.32	each	135	Office Depot
thumbtacks	1 box per	6.49	box	175	Office Depot
masking tape	2 rolls	\$1.63	each	40	Office Depot
scotch tape	1 roll per	\$27.20	10 pack	60	Office Depot
rubber bands	1 pckg.	\$1.62	package	43.74	Office Depot
scissors	1 pair each	\$1.65	each	44.55	Office Depot
file folders	24 each	\$15.23	box/100	60.92	Office Depot
file folder labels	24 each	\$3.51	248/pack	38.61	Office Depot
easel paper	1 pad	\$60.84	2/pack	1,830	Office Depot
3-ring binder/tab dividers	1 each	\$10.00	each	270	Office Depot
3 hole lined paper	1 package	\$2.45	package	66.15	Office Depot
whistle	1 each	\$1.25	each	33.75	
caution tape	1 roll per	\$12.00	each	\$324	Costco
flashlight	1 each	\$20/Costco	set of 4	140	Costco
flashlight batteries	2 each	\$10	12 pack	\$60	Costco
lantern	1 each	\$10.99	each	297	Costco
battery operated radio	1 each	\$15	each	\$405	Costco
Antiseptic towelettes	1 package	\$13	6 pack	\$78	Costco
Dust masks	5 each	\$2.08	each	\$281	Costco
				\$9,956.58	\ 27 = \$369 each

Additionally: Kits need large directional signage and shelter announcements, layout signs:
Medical, Child Care, Dining Room, etc.
Tablets for signing in
Documentation forms, etc.
File boxes, 3 x 5 card boxes
Red Cross forms